

STATE OF NEW JERSEY
DEPARTMENT OF CHILDREN AND FAMILIES
OFFICE OF LICENSING/ INSPECTION/VIOLATION REPORT

Center Name: Footprints Preschool	Center ID#: 02SMA0004	County: Bergen
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Address: 31 Storms Ave	City: Park Ridge	Zip Code: 07656	Email: Footprintspreschoolnj@aol.com
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Phone: 201-759-8308	Fax: none	Initial Inspection: 6/28/2016	License Status: R9/14/17
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Due Date(s):*	7/12/2016	8/2/2016	9/6/2016	11/25/2016	1/17/2017	2/27/2017
Date(s) Reinspection:	7/19/2016	7/29/2016	10/24/2016	1/3/2017	1/25/2017	3/31/2017
Due Date(s):*	4/28/2017					
Date(s) Reinspection:						
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Center is in compliance with requirements as of: *Reinspection occurs on or soon after due date

Space evaluation and decrease conducted on 7/29/16. Director requested early inspection. Center will be closed end of August, reinspection for September.

Renewal ☐
 Initial ☐
 Monitor ☒
 Increase ☐
 Age Change ☐
 Relocation ☐
 New Sponsor ☐
 Space Evaluation ☒

Complaint #

Date Cited M/D/Year	Date Abated M/D/Year	Based on a inspection(s) conducted by the Office of Licensing (OOL) the above date(s), the center needs to take the following actions in order to come into compliance with the MANUAL OF REQUIREMENTS FOR CHILD CARE CENTERS (N.J.A.C. 10:122):
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Supervision, Staff/Child Ratios & Space

		<input type="checkbox"/> 1. Provide 2 staff to work with the children: when 6 or more children are present; on any field trip, outing, or special event away from the center regardless of transportation; or with more than 12 school-age children on walks.
		<input type="checkbox"/> 2. Provide immediate access to 1 additional adult for the school-age program when it is permitted to operate with only 1 staff member present.
6/28/2016	7/29/2016	<input checked="" type="checkbox"/> 3. Ensure that children are supervised by a staff member at all times.

Notes:

		<input type="checkbox"/> 4. Develop and implement a method to keep track of all the children, including at off-site locations.
10/24/2016	1/25/2017	<input checked="" type="checkbox"/> 5. Maintain required staff to meet ratios: when children are awake; sleeping; on premises during naptime.

Notes:

		<input type="checkbox"/> 6. Ensure that staff meet minimum age requirements and those below 18 years old and new staff who have not completed orientation are directly supervised by staff at least 18 years old.
		<input type="checkbox"/> 7. Limit group size to 12 infants (under 18 months), 20 children for early childhood or 30 children for school-age
		<input type="checkbox"/> 8. Cease caring for children below 2 ½ years of age.
		<input type="checkbox"/> 9. Provide care for no more than 5 children below 2 ½ years of age if center has an E (Educational) Use Certificate of Occupancy (C.O.) issued prior to 11/5/03.
6/28/2016	7/19/2016	<input type="checkbox"/> 10. Assign a primary caregiver for group of 4 infants and 6 toddlers.
		<input type="checkbox"/> 11. Post the center's license in a prominent location in each building.
		<input type="checkbox"/> 12. Operate within the center's licensed capacity and within each room's capacity.

Note: If number is checked, see attachment page(s) for clarification.

Notes:

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| | | <input type="checkbox"/> 13. Identify and maintain space requirements for all rooms approved by the OOL for children's use; make unapproved space inaccessible to children. |
| | | <input type="checkbox"/> 14. Ensure the children's health, safety and well-being. |

Notes:

Activities & Discipline

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| 6/28/2016 | 1/3/2017 | <input checked="" type="checkbox"/> 15. Ensure that staff interact with children and provide children with: free choice of materials; a mixture of active and quiet experiences; a mixture of staff-directed and child-selected activities. |
| 6/28/2016 | 1/3/2017 | <input checked="" type="checkbox"/> 16. Provide a sufficient variety of age-appropriate activities. |
| 6/28/2016 | 10/24/2016 | <input checked="" type="checkbox"/> 17. Provide age-appropriate time frames for each activity. |
| 6/28/2016 | 10/24/2016 | <input checked="" type="checkbox"/> 18. Provide enough supplies, furniture and equipment for the required activities. |
| | | <input type="checkbox"/> 19. Plan and implement opportunities for school-age children's involvement in activity planning. |
| | | <input type="checkbox"/> 20. Take children outdoors daily. |
| 6/28/2016 | 10/24/2016 | <input checked="" type="checkbox"/> 21. Provide daily structured and unstructured indoor and outdoor energetic physical activity that promotes coordination and movement skills: 30 minutes for children in care less than 4 hours; 60 minutes for children in care more than 4 hours. Avoid inactivity for more than 30 minutes unless eating or sleeping. |
| | | <input type="checkbox"/> 22. Develop policies/plans for use of TV/computer/video by children: under 2 years; over 2 years; with special needs; in care less than 4 hours; in care more than 4 hours. |
| 6/28/2016 | 7/19/2016 | <input checked="" type="checkbox"/> 23. Ensure use of TV/computer/video is educational/instructional and age/developmentally appropriate, and not used as a substitute for planned activities or for passive viewing. |
| | | <input type="checkbox"/> 24. Significantly limit the use of TV/computer/video for children under the age of 2. |
| | | <input type="checkbox"/> 25. Prepare and post a written discipline policy including acceptable actions that staff members may take. |
| | | <input type="checkbox"/> 26. Use positive methods of guidance and discipline consistent with children's age and developmental needs: prohibit corporal and/or emotional punishment. |

Notes:

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| | | <input type="checkbox"/> 27. Ensure staff do not withhold active play times as a means of discipline unless a child's actions or behavior present a danger to themselves or others. |
| | | <input type="checkbox"/> 28. Ensure that school-age children participate in the development of discipline rules or are made aware the discipline rules. |

Nutrition & Rest

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| 1/25/2017 | 3/31/2017 | <input checked="" type="checkbox"/> 29. Ensure that food provided by the center is stored, prepared and served in a safe and sanitary manner.. |
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Notes:

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| | | <input type="checkbox"/> 30. Ensure uneaten food in a child's dish is discarded and unused food is stored appropriately and discarded after 24 hours if not consumed. |
| | | <input type="checkbox"/> 31. Serve lunch for children present from 11:00am to 1:00pm who have not eaten lunch and are at the center for at least 5 consecutive hours. |
| | | <input type="checkbox"/> 32. Provide the following additional food(s) for breakfast, lunch/dinner and/or snack: |

Notes:

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| | | <input type="checkbox"/> 33. Serve snack for children attending the center for at least 3 consecutive hours and for all children attending after school. |
| 6/28/2016 | 7/19/2016 | <input checked="" type="checkbox"/> 34. Provide nutritious food and beverages that comply with the manual/CACFP standards including a variety of fruits and vegetables and a high portion of whole grains; limit foods high in solid fats, added sugar, trans fats, and sodium. (Refer to CACFP standards at (www.fus.usda.gov/cacfp/child-day-care-centers)) |
| | | <input type="checkbox"/> 35. Provide age-appropriate seating for children who no longer need to be held for feeding. |
| 6/28/2016 | 7/29/2016 | <input type="checkbox"/> 36. Ensure feeding plans for children less than 18 months old include breastfeeding arrangements/ accommodations when applicable and are maintained in writing for children less than 12 months old. |
| | | <input type="checkbox"/> 37. Label each child's bottle with the child's name and date. |
| | | <input type="checkbox"/> 38. Ensure milk, formula, and/or breast milk is not warmed in a microwave oven. |
| | | <input type="checkbox"/> 39. Ensure formula or breast milk that is served but not completely consumed is discarded immediately or refrigerated and consumed within 24 hours. |
| | | <input type="checkbox"/> 40. Ensure that bottles are not propped when children are feeding. |
| | | <input type="checkbox"/> 41. Remove bottles and cups when children have fallen asleep and when crawling or walking. |
| | | <input type="checkbox"/> 42. Provide daily rest period for each child aged 18 months to 5 years who attends the center for 4 or more consecutive hours and as needed for each child below 18 months. |

Note: If number is checked, see attachment page(s) for clarification.

		<input type="checkbox"/> 43. Provide alternative activities for children who rest for 30 minutes and do not need more rest.
		<input type="checkbox"/> 44. Provide the following sleeping equipment and bedding: cots; 1"mats; cribs; playpens; sheets; blankets.

Notes:

6/28/2016	7/29/2016	<input checked="" type="checkbox"/> 45. Ensure that sleeping equipment is free of pillows, soft bedding and other hazards when occupied by a sleeping child, and that bedding does not cover the child's face.
		<input type="checkbox"/> 46. Identify and store individually each child's sleeping equipment and bedding.
		<input type="checkbox"/> 47. Provide enough light in rooms where children are napping to allow staff to see them.
		<input type="checkbox"/> 48. Repair and/or replace sleeping equipment that is in disrepair.
		<input type="checkbox"/> 49. Ensure that mats used for rest and sleep are placed on a surface that is warm, dry and clean.
		<input type="checkbox"/> 50. Provide cribs that meet CPSC standards and maintain documentation on file.
6/28/2016	7/29/2016	<input checked="" type="checkbox"/> 51. Provide infants/toddlers with opportunities to leave their sleeping equipment to crawl, walk and play.
6/28/2016	7/29/2016	<input checked="" type="checkbox"/> 52. Ensure children 12 months and younger are initially placed in a face-up sleeping position unless indicated in writing by child's health care provider.

Illnesses & Accidents

		<input type="checkbox"/> 53. Designate an area where sick children can be separated from well children and provide rest equipment.
		<input type="checkbox"/> 54. Maintain illness log including: child's name; date; symptoms of illness observed; center's actions, and date child returned to the center.
		<input type="checkbox"/> 55. Notify parents immediately of: head/facial injury; bite that breaks the skin; fall from a height; injury requiring professional medical attention. Report other injuries by end of the day.
		<input type="checkbox"/> 56. Maintain an accident log that includes: name of child; date; time; location; description of accident/ injury; witnesses; type of first aid used; treatment/consultation by doctor; time of notification to parent.

Administration & Parent Involvement

		<input type="checkbox"/> 57. Provide the center's telephone number in writing or by e-mail to parents of all enrolled children.
		<input type="checkbox"/> 58. Develop a table of organization indicating lines of authority, responsibility and job descriptions.
		<input type="checkbox"/> 59. Ensure that the director is scheduled to work 50 % of the center's daily operating hours.
		<input type="checkbox"/> 60. Designate someone in the center to carry out the director's responsibilities when the director is absent.
		<input type="checkbox"/> 61. Ensure that the head teacher, group teacher and program supervisor are scheduled to work at least 75 percent of the center's daily operating hours, or at least 6 hours a day, whichever is less.
		<input type="checkbox"/> 62. Ensure that the head teacher/group teacher schedule time in other classrooms.
		<input type="checkbox"/> 63. Establish and maintain a staff substitute system.
		<input type="checkbox"/> 64. Hold parent/staff conferences semi-annually and upon request.
		<input type="checkbox"/> 65. Choose 1 of the following 4 options for parent involvement, and maintain documentation at the center: governing board; advisory committee; annual meeting; annual open house.

Program Records

6/28/2016	7/29/2016	<input checked="" type="checkbox"/> 66. Complete and maintain at the center the staff records checklist.
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Notes:

10/24/2016	1/3/2017	<input checked="" type="checkbox"/> 67. Ensure that Child Abuse Record Information (CARI) checks are completed as required for the sponsor/sponsor representative and all regularly scheduled staff.
6/28/2016	7/19/2016	<input checked="" type="checkbox"/> 68. Ensure that Criminal History Record Information (CHRI) checks are completed as required for the sponsor/sponsor representative and all regularly scheduled staff.
		<input type="checkbox"/> 69. Provide the following records for the director, head teacher, group teacher or program supervisor: education / training experience.

Notes:

7/29/2016	1/3/2017	<input checked="" type="checkbox"/> 70. Hire and submit the required documentation for the following: director; head teacher; group teacher; program supervisor.
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Notes:

1/3/2017	2/1/2017 fax	<input type="checkbox"/> 71. Provide and document the orientation training provided within two weeks of hire to all staff members in: center operations; policies and procedures; supervision; tracking; group size limits; primary caregiver responsibilities; release policy; discipline policy; health practices; evacuating the center; using fire alarms; recognizing and reporting child abuse/neglect.
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Notes:

6/28/2016	7/29/2016	<input type="checkbox"/> 72. Maintain record of annual staff training on use of fire alarms and emergency evacuation procedures including evacuation and lock down.
		<input type="checkbox"/> 73. Ensure new directors complete staff development in Understanding Licensing Regulations within 90 days of hire.
6/28/2016	1/25/2017	<input checked="" type="checkbox"/> 74. Ensure that all full-time staff complete 10 hours annual training with 2 hours in each of the following core areas: child growth and development; positive guidance and discipline; health and safety.

Note: If number is checked, see attachment page(s) for clarification.

6/28/2016	7/29/2016	<input checked="" type="checkbox"/> 75. Ensure that the director, head teacher, group teacher and program supervisor complete 20 hours of annual training in 1 or more of the following: professional development approved by Professional Impact New Jersey or the National Child Care Association, or equivalent staff development in three or more of nine specific management areas including physical activity, special needs programming, & ADA guidelines.
		<input type="checkbox"/> 76. Maintain record of date, time, observation and purpose of consulting head teacher's 2 monthly on-site visits.
		<input type="checkbox"/> 77. Ensure that 2 staff members who have current certified basic knowledge of first aid principles and CPR are at the center at all times when enrolled children are present.
		<input type="checkbox"/> 78. Complete and maintain at the center daily time sheets for staff and children with arrival and departure times.
		<input type="checkbox"/> 79. Maintain a written outline of daily activities.
		<input type="checkbox"/> 80. Complete and maintain at the center the children's records checklist.

Notes:

		<input type="checkbox"/> 81. Review, at least annually, a list from the Consumer Product Safety Commission (CPSC) regarding unsafe products and provide staff and parents with CPSC website www.cpsc.gov/Recalls
		<input type="checkbox"/> 82. Ensure that the Universal Health Record is updated annually and received upon admission to the center unless records are coming from another state or country, where a 30 day grace period is permitted.
		<input type="checkbox"/> 83. Ensure staff designated to administer medication are trained and that at least two staff are trained if using blood glucose monitors, nebulizers and/or epi-pens.
		<input type="checkbox"/> 84. Maintain medication records that include the following: child's name and parental authorization; name of the medication; illness being treated; dosage, frequency and other instructions; time and by whom the medication was administered; any adverse effects.
		<input type="checkbox"/> 85. Maintain documentation for pets at the center, including applicable vaccinations and parent notification.
		<input type="checkbox"/> 86. Maintain at the center and distribute to parents a written policy on communicable disease management.
		<input type="checkbox"/> 87. Maintain on file and follow the written policy on the release of children.
		<input type="checkbox"/> 88. Develop an expulsion policy which includes: circumstances; methods to notify parents; sufficient time limits; reasons for immediate expulsion; parental receipt of the policy.
		<input type="checkbox"/> 89. Obtain from parents and maintain at the center: blanket permission slips for walks; individual permission slips for field trips, including information on type of vehicle used and designated drivers.
		<input type="checkbox"/> 90. Maintain at the center documentation of a current comprehensive general liability insurance policy.

Sanitation & Diapering

6/28/2016	7/29/2016	<input checked="" type="checkbox"/> 91. Wash and disinfect: toilet training chairs and potty seats after each use; diapering surfaces after each use; toys mouthed by infants and toddlers after each use; mats after each use unless stored separately; sleeping equipment weekly; sheets and blankets weekly; tables before each meal.
		<input type="checkbox"/> 92. Use a commercial disinfectant or a staff-made solution of 1 tablespoon bleach per quart of water.
6/28/2016	7/29/2016	<input checked="" type="checkbox"/> 93. Ensure that children wash their hands with soap and running water: before intake of food; after using the toilet; after having a diaper change; and as needed.
6/28/2016	7/29/2016	<input checked="" type="checkbox"/> 94. Ensure that staff wash their hands with soap and running water: before preparing or serving food; after assisting a child in toileting; after changing diapers; after contact with body fluids or secretions; and as needed.
		<input type="checkbox"/> 95. Provide disposable rubber gloves for contact with blood or vomit.
		<input type="checkbox"/> 96. Change each child's diaper when wet or soiled.
		<input type="checkbox"/> 97. Provide a diapering area within 15 feet of a sink not used for food preparation.
		<input type="checkbox"/> 98. Ensure that diapering does not take place in an area or on a surface used for food preparation.
		<input type="checkbox"/> 99. Maintain diapering surfaces as follows: flat; smooth; clean; dry; non-absorbent; in good repair.
		<input type="checkbox"/> 100. Place soiled disposable diapers in a closed container with a leakproof lining.

Bathroom & Kitchen Facilities

		<input type="checkbox"/> 101. Ensure all toxic substances and medications are inaccessible to children.
Notes:		
		<input type="checkbox"/> 102. Ensure that children cannot lock themselves in bathrooms.
		<input type="checkbox"/> 103. Provide bathroom supplies as follows: soap; toilet paper; individual/disposable towels; platforms.
		<input type="checkbox"/> 104. Securely fasten the bathroom equipment.
		<input type="checkbox"/> 105. Sand and paint rusted bathroom stall dividers.
		<input type="checkbox"/> 106. Ensure toileting privacy: for children (SA); when staff/adult uses the same toilet facility as children.
		<input type="checkbox"/> 107. Designate and visibly identify the staff/adult toilet facility.
		<input type="checkbox"/> 108. Provide 1 toilet facility and sink: on each floor used by children (EC); within 1 floor for children.(SA)
		<input type="checkbox"/> 109. Ensure hot tap water does not exceed 110 degrees Fahrenheit (EC) or 120 degrees Fahrenheit. (SA)
		<input type="checkbox"/> 110. Maintain in sanitary and operable condition: toilets; sinks; other plumbing fixtures.
		<input type="checkbox"/> 111. Provide a barrier to the kitchen area to prevent accidental access by children.
		<input type="checkbox"/> 112. Keep microwave/toaster ovens: out of children's reach; secured; not used when children in area.
		<input type="checkbox"/> 113. Provide a working refrigerator, or access to a refrigerator, for perishable foods or medication.
		<input type="checkbox"/> 114. Ensure that food waste receptacles are lined and maintained in a sanitary condition.

Health & Fire Safety

		<input type="checkbox"/> 115. Provide and make accessible to staff; a fully standard first aid kit; an American Red Cross First Aid Manual or its equivalent.
		<input type="checkbox"/> 116. Post a sign in a prominent location to prohibit smoking when the center is operating.
		<input type="checkbox"/> 117. Take necessary action to free the center of infestation by rodents and insects, provide documentation.
		<input type="checkbox"/> 118. Obtain and maintain on file a current health certificate.
6/28/2016	1/25/2017	<input type="checkbox"/> 119. Obtain and maintain on file a current fire certificate.
		<input type="checkbox"/> 120. Maintain on file the life/hazard use registration certificate applicable to licensed capacity/ages served.
6/28/2016	10/24/2016	<input type="checkbox"/> 121. Conduct and document monthly fire drills during each session provided at the center and evacuate all children within 3 minutes.
		<input type="checkbox"/> 122. Ensure the center's fire protective systems are operative at all times.
6/28/2016	7/29/2016	<input checked="" type="checkbox"/> 123. Develop and post prominently on every floor of the center an emergency plan including evacuation, disaster and lockdown procedures.
		<input type="checkbox"/> 124. Post a diagram depicting: approved areas; evacuation routes; room identifications.
6/28/2016	6/28/2016	<input checked="" type="checkbox"/> 125. Ensure that all exits and egress areas are unobstructed, and exit doors are easily operable.

Notes:

		<input type="checkbox"/> 126. Ensure that illuminated exit signs and emergency lighting are operable at all times.
		<input type="checkbox"/> 127. Ensure that fire extinguishers are serviced and tagged annually, and recharged if necessary.
		<input type="checkbox"/> 128. Remove excess storage and/or combustibles from the furnace room.
		<input type="checkbox"/> 129. Remove electric space heaters, portable liquid fuel-burning or wood-burning heating appliances.
		<input type="checkbox"/> 130. Arrange cribs, playpens and cots to provide access to an unobstructed 3-foot wide aisle that exits out.
		<input type="checkbox"/> 131. Provide and maintain in good condition: handrails on all stairs with 3 or more risers; guardrails on all open sides of landing with intermediate guards spaced no more that 4 inches apart.
		<input type="checkbox"/> 132. Install window guards, with approval of the local fire official, or provide an alternative method to ensure that children cannot fall out of windows.
		<input type="checkbox"/> 133. Comply with the New Jersey Uniform Construction Code (NJUCC)/Fire Code:
		<input type="checkbox"/> 134. Submit a copy of the final Certificate of Occupancy (CO) or Certificate of Continued Occupancy (CCO) that indicates the correct use group for the children served.
		<input type="checkbox"/> 135. Submit a copy of the Certificate of Approval, as issued by the local construction official, for changes in the building subject to the NJUCC requiring the issuance of a building permit.

Environmental Safety

		<input type="checkbox"/> 136. Complete and submit a DCF Renewal Attestation Form with the center's previous DEP approval letter attached and any other environmental documents if applicable.
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Note: If number is checked, see attachment page(s) for clarification.

		<input type="checkbox"/> 137. Submit a No Further Action Letter (NFA) or Child Care/Educational Facility Approval Letter from the Department of Environmental Protection (DEP), or Response Action Outcome Letter (RAO) from a Licensed Site Remediation Professional (LSRP) indicating that no further action is needed for the site on which the center is located. [Note: Check the DEP website at www.state.nj.us/dep/dccrequest for the most current information.]
		<input type="checkbox"/> 138. Submit a water supply certification indicating the center is serviced by a public community water system demonstrated through a copy of a current bill from that water company.
		<input type="checkbox"/> 139. Submit current documentation from the DEP, Bureau of Water System Engineering (BSDW), for centers not on a public community water system. [Note: Check the DEP, BWSE website at www.state.nj.us/dep/dccrequest/safedrink.html or call (609) 292-5550 for more information.]
		<input type="checkbox"/> 140. Ensure water tests are posted in each building.
		<input type="checkbox"/> 141. Submit a letter of prior uses from the municipality, county or state indicating whether the building has ever housed a use classified under the NJUCC, NJSA, 5:23, as: Group F (factory/industry); Group H (high hazard); Group S (storage); Group B (dry cleaner or nail salon); Group A (funeral home); or Group M (gas station.)
6/28/2016	10/24/2016	<input type="checkbox"/> 142. Submit a Safe Building Interior Certification or other approval issued by the DOH for centers: a) co-located with a dry cleaner or nail salon; b) with one of the prior uses: F, H, S, B (dry cleaner, nail salon), A (funeral home) or M (gas station); c) located in a building built in 1978 or earlier; or d) located near a known hazardous area. [Note: Contact DOH prior to taking action to confirm what is needed for your center. Call DOH at (609) 826-4923 or email DOH using the link at www.state.nj.us/health/eoh/tsrp/iep/ccc_ieha.shtml]
Notes: Building was built prior to 1978. Safe Building Interior Certificate expired 5/13/16. Current certificate expires 9/1/19.		
		<input type="checkbox"/> 143. Test for the presence of radon gas in every room on the lowest floor used by children in each building and post the test results in a prominent location in each building.
		<input type="checkbox"/> 144. Provide documentation that the center: completed a lead paint risk assessment; follows an approved lead paint risk assessment management plan; verified the absence of a lead hazard; notified parents of a lead hazard; completed the recommended remedial action to alleviate the lead paint hazard.
Notes: Building is lead free.		
		<input type="checkbox"/> 145. Provide documentation that the center: follows an approved asbestos management plan; verified the absence of asbestos hazard; complies with the Asbestos Hazard Abatement subcode and DEP.
Building Maintenance		
6/28/2016	7/29/2016	<input checked="" type="checkbox"/> 146. Keep all surfaces clean and in good repair.
Notes:		
		<input type="checkbox"/> 147. Replace, clean and/or secure all stained, broken and/or missing floor tiles and carpeting.
Notes:		
		<input type="checkbox"/> 148. Replace, clean and/or secure all stained, broken and/or missing ceiling tiles.
Notes:		
		<input type="checkbox"/> 149. Eliminate moisture resulting from leaks or seepage.
		<input type="checkbox"/> 150. Maintain the building structure to prevent drafts, leaks and infestation.
		<input type="checkbox"/> 151. Provide screens on: doors and windows used for ventilation; crawl spaces; attic spaces.
		<input type="checkbox"/> 152. Provide safety glass/protective guards for windows and glass located within 36 inches above the floor.
		<input type="checkbox"/> 153. Ensure window blinds are in good repair and blind cords are inaccessible to children.
		<input type="checkbox"/> 154. Provide protective covers for: electrical outlets; fluorescent tubes; incandescent light bulbs; fans.
		<input type="checkbox"/> 155. Provide and maintain suitable protective devices for radiators, steam and hot water pipes.
		<input type="checkbox"/> 156. Provide/maintain mechanical ventilation: in operating condition; clean; unobstructed; replace filters.
Notes:		
		<input type="checkbox"/> 157. Raise temperature to a minimum of 68 degrees Fahrenheit in all rooms used by children.
		<input type="checkbox"/> 158. Increase light in specific areas:
Notes:		
		<input type="checkbox"/> 159. Provide 1 of the 4 monitoring options listed in the manual.
		<input type="checkbox"/> 160. Ensure that doors in all interior rooms designated for use by children remain unlocked.
6/28/2016	7/19/2016	<input checked="" type="checkbox"/> 161. Ensure shelving is secure and not overloaded, and appliances are secured to a stable surface.
		<input type="checkbox"/> 162. Pad lally columns in areas used by children to a height of 48 inches (EC) and 72 inches (SA).
		<input type="checkbox"/> 163. Ensure that stairways are free of tripping hazards.
		<input type="checkbox"/> 164. Provide a barrier extending at least 5 feet above floor level.

Note: If number is checked, see attachment page(s) for clarification.

6/28/2016	7/19/2016	<input checked="" type="checkbox"/> 165. Repair and/or paint surfaces in specified areas:
Notes:		
		<input type="checkbox"/> 166. Maintain indoor/outdoor garbage receptacles as follow: covered; emptied as needed; leakproof; clean.
		<input type="checkbox"/> 167. Ensure that indoor and outdoor equipment is sturdy, safe and free of hazards.
Notes:		
<i>Outdoor Play Area, Equipment and Maintenance</i>		
6/28/2016	7/19/2016	<input checked="" type="checkbox"/> 168. Provide and maintain in good condition a fence, enclosure or other barrier for the outside play area.
		<input type="checkbox"/> 169. Provide a barrier, in addition to the fence, for outdoor play areas exposed to vehicular traffic.
		<input type="checkbox"/> 170. Grade or provide drains for the outside play area.
		<input type="checkbox"/> 171. Ensure that outdoor areas and play equipment are free from stagnant water.
6/28/2016	7/29/2016	<input checked="" type="checkbox"/> 172. Provide and maintain play equipment to meet public playground design standards (ASTM F-1487) as specified by the Consumer Product Safety Commission (CPSC). (Not for profits by 10/18/14)
		<input type="checkbox"/> 173. Ensure play equipment is specifically age-appropriate for the ages served.
6/28/2016	7/19/2016	<input checked="" type="checkbox"/> 174. Repair or remove broken/rusted toys in the outdoor play area.
6/28/2016	1/3/2017	<input checked="" type="checkbox"/> 175. Provide and maintain resilient surfacing (ASTM F-1292) and use zones under all play equipment that subjects children to a fall as specified by the CPSC.
		<input type="checkbox"/> 176. Ensure that any community playground equipment used by the children complies with applicable provisions of the Playground Safety Subcode.
		<input type="checkbox"/> 177. Ensure the safety of the children on route to the outdoor play area.
Notes:		
6/28/2016	7/29/2016	<input checked="" type="checkbox"/> 178. Remove debris and overgrown vegetation in the outdoor play area.
		<input type="checkbox"/> 179. Ensure that hazardous plants are not kept in the center or near outside areas used by children.
		<input type="checkbox"/> 180. Ensure that sand in the outdoor play area is asbestos-free and maintained in a sanitary manner.
		<input type="checkbox"/> 181. Ensure pesticides are not applied in or around the center during operating hours and all toys and non-permanent play equipment are removed before application.
		<input type="checkbox"/> 182. Provide 350 square feet of outdoor space for 10 children and 35 square feet for each additional child.
		<input type="checkbox"/> 183. Limit the number of children using the outdoor play area to the maximum capacity.
		<input type="checkbox"/> 184. Cease using dump and fill wading pools.
		<input type="checkbox"/> 185. Ensure swimming pools/natural bathing places used by children comply with applicable provisions of the Public Recreation Bathing Rules, as specified in NJAC 8:26, and with applicable provisions of the Building Subcode and Barrier-Free Subcode of the NJUCC, as specified in NJAC 5:23.
		<input type="checkbox"/> 186. Ensure that children using swimming pools or natural bathing facilities are supervised in accordance with applicable provisions of the N.J. Youth Camp Safety Act rules, as specified in NJAC 8:25.
		<input type="checkbox"/> 187. Provide lighting in parking areas, walkways and other exterior areas used by center occupants at night.
6/28/2016	7/29/2016	<input checked="" type="checkbox"/> 188. Take necessary action to remove outdoor hazards.
Notes:		

ALERT: Effective 8/6/14, stackable cribs are prohibited. For more information on crib safety and safe sleep environments for infants, refer to CPSC's crib information center at www.cpsc.gov/info/cribs/index.html.

☐ See attached Transportation Inspection/Violation page.

Inspector(s) Name(s)

Maria Altamirano CCQAI-1
Maria Altamirano CCQAI-1 & Elissa Lombardo CCQAI-2 7/29/16
Maria Altamirano & Nancy Pierson CCQAI-1 1/3/17
Maria Altamirano CCQAI-1 & Antonette Franklin CCQAI-2 1/25/17
Noel Roman CCQAI-1 3/31/2017

#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
3	6/28/2016	7/29/2016	Ensure that all of the children are supervised at all times. Each of the 4 classrooms at one point the staff walked out of the classroom leaving the children unattended or asking the teacher in the classroom located next to them to watch their classroom as well. In order to maintain supervision, ensure that a staff member is in the classroom at all times. 7/19/16: Staff in classroom 2 left the children alone to heat up lunches. Staff in classroom 2 left the classroom to help watch classroom 1.	Delete
3	6/28/2016	7/19/2016	Ensure that the children do not wander from classroom to classroom.	Delete
15	6/28/2016	1/3/2017	Ensure that the staff in classroom 3 interact with the children. The staff didn't interact with the children other than feeding or rocking to sleep. 10/24/16: The staff in classroom 4 did not interact and talk to the children while doing the arts and crafts project. The staff didn't explain anything and just went through the motions. The staff in classroom 3 did not interact with the children unless feeding a child in the chair. The staff in classroom 3 took a cell phone call for less than 1 minute. The staff in classroom 2 did not allow the children to get out of their seats to answer the question regarding the weather and would loudly make a buzzing sound when the child answered incorrectly or got out of their seat. In addition, the staff would not allow the children to go to the door to look outside to check the weather. When the children were not engaged in circle time any longer the teacher would speak louder and then tell the children to "shh" in order to gain control of the group in stead of ending circle time.	Delete
16	6/28/2016	1/3/2017	Ensure that classroom 4 has 5 learning centers with at least 4 activities in each area.	Delete
16	6/28/2016	1/3/2017	Ensure that classroom 3 has 4 learning centers with at least 4 activities in each area.	Delete
17	6/28/2016	7/29/2016	Ensure that the children in classroom 3 are not sitting for an extending period of time. During the inspection a child was laying in the crib not asleep for over an hour without the staff taking the child out of the crib.	Delete
17	6/28/2016	10/24/2016	Ensure that the children in classroom 3 are not playing in the same area without toys for an extended period of time. During the inspection a child was playing in the baby play yard for over an hour without activities or interaction.	Delete
18	6/28/2016	10/24/2016	Provide additional age appropriate activities in classrooms 4 and 3.	Delete
21	6/28/2016	10/24/2016	Ensure that the children in all of the classrooms are rotating activities. Each activity was stationary and didn't provide any gross motor movement.	Delete
23	6/28/2016	7/19/2016	Edit the TV policy to ensure that the children are not watching passive TV shows during the day.	Delete
34	6/28/2016	7/19/2016	Ensure that the center provides additional food for lunch on Fridays. A review of the center menu, indicated that only pizza gets served. Also, include what beverage will be served.	Delete
34	6/28/2016	7/19/2016	Ensure that the center has additional food to serve the children for snack when parents send in foods high in sugar. A child was observed eating a chocolate pudding during morning snack without an alternate food being offered.	Delete
45	6/28/2016	7/19/2016	Ensure that the children do not use thick and loose blankets in the cribs in classroom 3.	Delete
51	6/28/2016	7/29/2016	Provide additional activities for children who do not fall asleep during typical nap times in classroom 3. 7/19/16: A block center in classroom 3 is set up in a pack and play.	Delete
52	6/28/2016	7/29/2016	Ensure that the staff in classroom 3 are retrained regarding placing children on their stomach to sleep. If a parent requests that a child under 12 months sleep on their stomach, obtain a Doctor's note giving permission / reasons for the child needing to sleep on their stomach.	Delete
66	6/28/2016	7/29/2016	Submit the staff record checklist.	Delete
68	6/28/2016	7/19/2016	Missing 2 clearances.	Delete
74	6/28/2016	1/3/2017	Provide training logs for staff. Logs haven't been started yet.	Delete
74	6/28/2016	1/25/2017	Retrain from an outside source for the infant / toddler teachers regarding appropriate time frames and programing.	Delete
75	6/28/2016	7/29/2016	Provide training logs for credential staff. Logs haven't been started yet.	Delete
91	6/28/2016	7/29/2016	Ensure that the staff wash the diaper table after a diaper change and tables before meals following the two step method of first soap and water then a disinfectant throughout the center. Train the staff and provide documentation. 7/19/16: The staff in classroom 2 sprayed the tables following 1 step while the children were sitting at the tables.	Delete
93	6/28/2016	7/29/2016	Ensure that the children in classroom 3 have their hands wipes after a diaper change and that the children throughout the building wash their hands with soap and running water prior to meals. Train the staff and provide documentation.	Delete
94	6/28/2016	7/29/2016	Ensure that the staff in classroom 3 wash their hands with soap and running water after a diaper change, the staff in classroom 4 wash their hands with soap and running water after wiping a child's nose, and have the staff wash their hands with soap and running water prior to serving food. Train the staff and provide documentation.	Delete
123	6/28/2016	7/29/2016	Edit the lock down policy and retrain the staff. The current policy indicates that the staff will sing loudly in order to keep the children calm, however, the intention of the procedure is to remain hidden.	Delete
125	6/28/2016	6/28/2016	Remove the bouncer seats which was blocking the second exit in classroom 3.	Delete
146	6/28/2016	7/29/2016	Ensure that the sink in the bathroom in classroom 1 is cleaned.	Delete
146	6/28/2016	7/29/2016	Ensure that the floor boards in the bathroom in classroom 1 are cleaned.	Delete

#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
146	6/28/2016	7/19/2016	Ensure that all of the climbing equipment and outside toys are cleaned and free of dirt.	Delete
161	6/28/2016	7/19/2016	Secure the microwave to the refrigerator in classroom 4.	Delete
161	6/28/2016	7/19/2016	Until the fire officials direct the center on where to mount the fire extinguisher, remove it from the top shelf in the bathroom in classroom 4 to prevent a potential hazard to the children if the extinguisher falls off.	Delete
165	6/28/2016	7/19/2016	Ensure that the exterior walls located in the playground is free of peeled paint.	Delete
168	6/28/2016	7/19/2016	Repair the green fence separating the playground to ensure that it is in good condition. 7/19/16: Center removed the fence.	Delete
172	6/28/2016	7/29/2016	Provide documentation for the two climbing structures to ensure that it meets the guidelines.	Delete
174	6/28/2016	7/19/2016	Remove or repair the black baseball catcher board from the playground.	Delete
175	6/28/2016	1/3/2017	Replenish the surfacing underneath the climbing equipment. 10/24/16: Redistribute the mulch to ensure that there is an adequate amount surrounding the climbers.	Delete
178	6/28/2016	7/29/2016	Remove the overgrown vegetation throughout all areas of the playground.	Delete
188	6/28/2016	7/29/2016	Ensure that the ground is level in the small playground area. It appears that tree roots are lifting the ground and causing an uneven surface which is a tripping hazard to the children.	Delete
45	7/19/2016	7/29/2016	A child was observed sleeping in a bouncer seat in a crib in classroom 3.	Delete
70	7/29/2016	1/3/2017	The center reduced the license capacity to 30. The center shall hire a group teacher and a consulting head teacher. Submit a letter to the Office of Licensing appointing the staff in those positions and provide educational documentation. 1/3/17: Keeping credential staff the same as previously approved.	Delete
5	10/24/2016	1/25/2017	There were 5 children ages 16 months with 1 staff when 2 is required in classroom 4. 1/3/17: There were 7 children ages 21/2 to 4 without a staff member present during nap time. A staff member was sitting in another classroom watching both rooms.	Delete
178	10/24/2016	1/3/2017	Recite: Rake and remove all of the leaves from the playground area.	Delete
91	10/24/2016		Recite: The staff did not wash the high chair in classroom 3 following the 2 step method of first soap and water then bleach and water or another disinfectant prior to serving snack. 3/31/17: Ensure that the 2-Step Cleaning Method is being used to clean and disinfect the tables prior to serving meals to the children. The staff in Rooms 1, 2, and 3 employed 1 step of the 2-Step Cleaning Method by using soap and water to clean the tables but, not using bleach and water to disinfect them. Retrain staff on sanitation.	Delete
93	10/24/2016		Recite: The staff did not wipe or wash the child's hands prior to serving cheerios for snack in classroom 3. 3/31/17: Ensure that children do not recontaminate their hands following hand washing before lunch. Once children in Room 2 washed their hands they were asked to sit on the rug where they immediately recontaminated their hands. Retrain staff on sanitation.	Delete
94	10/24/2016		Recite: The staff did not wash their hands prior to serving a child cheerios in classroom 3. 1/25/17: Staff was observed preparing a bottle in classroom 1 without washing her hands first. 3/31/17: Staff in Rooms 1 and 3 were observed serving lunch to the children without washing their hands first. Retrain staff on sanitation.	Delete
67	10/24/2016	1/3/2017	Missing clearances for 1 new staff.	Delete
68	10/24/2016		Recite: Missing clearances for 1 new staff.	Delete
45	1/3/2017	1/25/2017	Recite: Provide a doctor's note in order to allow a child to sleep in a swing for nap time. Ensure that the doctor's note gives a reason and duration of time allowing an alternative approved sleeping place.	Delete
29	1/25/2017	3/31/2017	Staff in classroom 1 was observed preparing a bottle and placing food containers on the diaper changing table.	Delete
74	3/31/2017		Retrain staff on appropriate sanitation.	Delete